

**#1**  
**Leadership Committee Meeting - AGENDA**  
**U.S. Energy Collaborative Analysis Initiative**

January 30, 2007, 1:30-3:30 Eastern  
901 D Street SW (Aerospace Building), Conference Rooms A&B

- 1:30-1:45      **Introductions**
- 1:45-1:55      **Meeting Overview** (Darrell Beschen, DOE and Ron Benioff, NREL facilitator)
- Summary of U.S. Energy Collaborative Analysis Initiative activities
  - Meeting Goals and Agenda
- 1:55-2:05      **Leadership Committee Roles**
- Proposed: Future workshops, web forums, analysis updates and communication
  - Add/delete/refine any roles?
- 2:05-2:35      **Second Workshop Discussion – Attachment 2**
- Discuss proposed structure of second workshop
  - Introduce ECAI Vision (as presentation or explicit session?)
  - Review 6 topic recommendations for workshop
  - Potential invitees: private sector, NGOs, others??
  - Potential to cost share workshop development?
  - Identify next steps for workshop planning
- 2:35-2:55      **Web Forum Discussion – Attachment 3**
- First web forum: GIS deployment analysis tools (January 23, 2007)
  - Web forum structure – 3 speakers in 45 minutes, second half for discussion
  - Topics and speakers for future web forums
    - Decide topic for April web forum
    - Decide topic for July web forum (if time)
- 2:55-3:15      **Analysis Activity Updates and Feedback**
- Quick 2 minute round-robin to update others on energy analysis activities
- 3:15-3:20      **Communication Activities Update**
- Web site released – January 25, 2007
  - Newsletter released – January 25, 2007
  - All comments on content and structure welcome to Gail Mosey (gail\_mosey@nrel.gov)
- 3:20-3:30      **Summary and Next Steps**

**Energy Collaborative Analysis Initiative Objective**

The Office of Energy Efficiency and Renewable Energy (EERE) of the U.S. Department of Energy (DOE) would like to enhance collaborations with other key organizations active in analyzing markets, policies, and portfolios to inform decision-makers. Through the development of shared strategy for addressing high priority energy efficiency and renewable energy analysis issues, EERE wants to gain synergies, minimize duplication, improve analytical methods, develop standardized assumptions and methodologies, and produce better analysis tools and results.

**Leadership Committee Logistics**

- Four leadership committee meetings over the next year (~2 hours in January, March, July and October - in-person in D.C. for those located in D.C.)
- Follow-up could happen by e-mail or at the next teleconference, depending on the preferences of the planning committee.